



U.S. EMBASSY BANGKOK, THAILAND

## **SCOPE OF WORK**

Project

**Expand BRCC section 2019**

Location

EOB Compound,  
Bangkok, THAILAND

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REPLACE KITCHEN CEILING (NOB COMPOUND).....ERROR! BOOKMARK NOT DEFINED.

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## A. GENERAL REQUIREMENT

The US Embassy Bangkok plans to expand BRCC section, the first construction phase is to include civil and M&E work to accommodate an officer room, workstations and a meeting area. The second phase is to configure modular workstations and rearrange office furniture according to the attached drawing. Also along with BRCC expansion plan, it will include a new workstation for adjacent RIMC space. The existing and the new lay out show in Detail of Work section F.

Work is to be performed at U.S. Embassy, located at no. 95 Wireless Road, Pathumwan District, Bangkok - Thailand

## B. SCOPE OF WORK

The Contractor shall perform the work per details specified here in. Required work in detail is in the referenced drawings or detail of work.

- Provide/assemble the arrangement of six workstations, a meeting room table and chairs in BRCC office. Due to a limited space, a specific requirement is to provide thin partitions for all workstations to maintain 32"-36" wide aisle.
- Relocate modular wall and door for officer room. Make necessary arrangement and assembling the existing furniture into a new space
- Provide/assemble the arrangement of one workstation in RIMC office.
- Provide all necessary labor and tools to accommodate the new furniture lay out arrangement. Work schedule shall be coordinate with Facility who is the main Point of Contact for construction phasing work.
- Finishing & Clean up
- Restore all items to their existing conditions
- The contractor shall be required to keep the work site free from debris and trash at all time, upon completion of work contractor must remove all debris and trash from the site out of the compound.

## C. PRICING

The Contractor shall provide materials and labor to complete all works specify in Section B and reference drawings. The prices listed below shall include all labors, materials, insurance, overhead, profit, transportation, and all expenses.

Description	Quantity	Unit Price	Total Price
Modify work station size 1.7x0.65x1 m	5 sets		
New work station with accessory	2 set		
New meeting desk with 6 chairs	1 set		
Relocate modular wall panel			
L4m x H3 m	1 job		

Total Contract Price: \_\_\_\_\_  
(Paid in Thai Baht)

The above items are price summaries. Detail of price shall be submitted in the form of a Bill of Quantity (BOQ) to cover all items listed in Section B. The BOQ consists of descriptions, quantities and unit prices of materials, and labor. Cost of labor may be submitted in either Unit Price or Lump Sum.

## D. ADMINISTRATION

### Security Requirements and Procedures for Contractors:

Contractors who require access to any of the Embassy offices or facilities are required to comply with the following security procedures:

Coordinate with RSO to have all workers that require access to the Embassy report for fingerprints so criminal record checks can be conducted. All workers must bring a valid identification card. Criminal records checks typically take approximately one month to complete. Thus, it is important to have contract workers report as early as possible to RSO to start the process.

Notify RSO of all trucks or vehicles that will require access to the Embassy for the duration of contract work. Include vehicle model, make, color, year and license plate number. Notify RSO at least 48 hours in advance regarding any non-routine or new vehicular access requests while construction is underway. Large trucks with cargo will be screened at the guard search area located at no. 33 Rajdamri Road.

For contract workers who require access to Controlled Access Areas (CAA) in the Embassy, coordinate equipment and material screening measures with the RSO. A cleared American escort must be presented at all time with Contractors in the CAA. RSO will determine if and when a trained security construction escort is required.

Upon successful completion of a criminal records check Contractors should report to the RSO Office to process for their green Contractor badges, which will allow them to access to their work areas within the Embassy Compound. Although cleared Contractors may access the Embassy for work purposes they do not have escort privileges.

To comply with the security requirements and procedures, the Contractor must be escorted by a guard(s) or other personnel with escort privileges at all time. Guard numbers requirement will be determined by the RSO depending on the number of contract personnel, areas of construction and other considerations.

### Power Supply, Water and temporary services:

The Embassy will supply free of charge temporary power supply and water for construction proposes. The Contractor is responsible for furnishing and installing temporary services.

- The electricity supply is located at: (to be discussed during the site survey)
- The water supply (non-potable) is located at: nearest water outlet(s) (to be discussed during the site survey)
- The water supply (potable) is located at: nearest potable water station (to be discussed during the site survey)

### Safety:

- Welding and use of open flames in or adjacent to the Embassy properties requires approval from the Facilities Manager (or supervisor). Use of explosive actuated fastening devices shall not be used without the prior permission of the Facilities Manager.

- Observe and enforce all construction safety measures required by the Thai Labor Code, Local Building Codes, Workers Compensation Board, Municipal Statutes and Authorities. When conflict arises, the code or statute, which is more stringent, shall apply.

- If any personnel are injured, the Contractor has sole responsible for such injury.

- Powered equipment must be in good condition. Electrical and other utility connections must be properly made.

Extension cords will be heavy-duty type suitable for the load involved.

### Temporary Fire Protection:

- During construction, the Contractor shall comply with fire safety practices as outlined in NFPA and local fire protection codes, and in addition:
  - The Embassy requires portable fire extinguishers (stored pressure type, UL fire rating 10A:60B:C) to be readily available at all work sites during entire installation period.
  - The Contractor is responsible for properly deploying the fire extinguishers to each work area occupied by the Contractor e.g. welding site, temporary structure, construction office, storage, tool, and workshop sheds. Proper deployment includes advising the COR on the number of fire extinguishers, transport to and from warehouse and work sites, worker training how to operate the fire extinguisher, etc.
  - Contractor's superintendent or other assistant superintendents shall be appointed as project fire warden for entire construction period.

#### Building Codes:

Perform all work in accordance with the Building Codes of Bangkok, (Electrical, Plumbing and all other codes that pertain to trades involved in this specification). In no instance shall meet a standard identified or established within this section be reduced without written permission from the Facilities Manager.

#### Protection:

The Contractor shall protect the work as it proceeds, protect the area, which is next to the construction, and protect the materials and components from damage and deterioration. Special consideration should be given to protecting sensitive areas such as hallways, entrances, walls, floors, and carpets areas from dust and construction activities.

The Contractor shall provide barricades as required to protect natural resources, site improvements, existing property, adjacent property, and personnel.

Where pedestrian traffic is through or adjacent to work area, the Contractor shall provide necessary guardrails and barricades to protect pedestrians and to prevent pedestrian access to work areas.

Remove guardrails and barricades at completion of construction.

### E. SUBMITTALS

#### General:

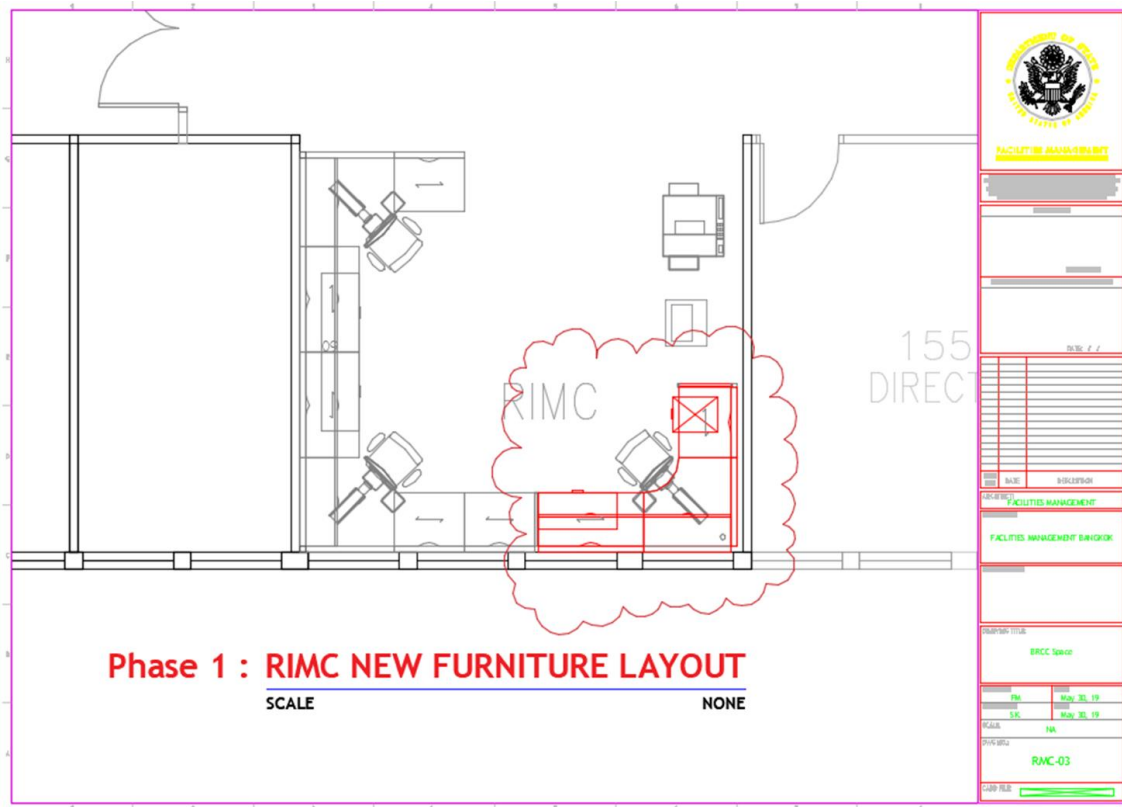
For each part of work Specified in this Scope of Work, submit the following as applicable, in accordance with Contract Clauses and Conditions.

- The Contractor must include written specifications for the materials and a sample of each material (as required) along with his/her quotation.
- Submit design drawings showing plans / elevations / sections at not smaller than scale 1:100, and details not smaller than scale 1:20.

#### Samples:

Submit physical examples to illustrate materials and workmanship; and to establish standards by which completed work is judged, if requested.

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**G. COMMISSIONING AND WARRANTY**

The contractor shall warrant all the work completed under this contract for one year. The effective warranty start date shall begin immediately after the successful completion of final commissioning at the site by COR.

**H. Term of payment**

Credit 30 days with 100 % paid

**I. Period of performance**

90 days after notice to proceed

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